

Proposed new Paragraphs b. and d. of Retirement

25X1

- b. **POLICY.** The Agency encourages employees to retire voluntarily as soon as they are eligible to do so under the Civil Service Retirement System. Employees are, therefore, expected to plan to retire upon completing 30 years' service at the age of 60, or after five or more years of service at the age of 62, except when requested by the Agency to remain in service.
- d. **DEPUTY DIRECTORS.** Deputy Directors shall determine for individual employees under their jurisdiction whether or not it is desirable, because of skills or other qualifications which are needed and should be preserved for the Agency, to retain them beyond the normal retirement date established by Agency policy. They shall ensure that supervisors discuss retirement plans with employees two years before the projected retirement date and shall review each case annually thereafter.

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Remarks: **DD/S suggested these paragraphs of the proposed regulations read as drafted in the attached paper. It seems all right to me, and if you agree please let me know by telephone so we can get the regulation published.**



Called him 11/1/61 & said it looked ok

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FROM: NAME, ADDRESS AND PHONE NO.	DATE
Chairman, Retirement Board 221 East	10/31/61